



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Authorization for Use of Carnegie Forum for a Joint Democratic Candidates Forum on July 20, 2002

MEETING DATE: July 17, 2002

SUBMITTED BY: Deputy City Manager

RECOMMENDED ACTION: That the City Council authorize the use of Carnegie Forum on July 20, 2002 for a Joint Democratic Candidates Forum.

BACKGROUND INFORMATION: The City of Lodi was approached by Jerald Kirsten with a request to use Carnegie Forum on Saturday July 20, 2002 for a Joint Democratic Candidates Forum. The City's current Administrative Policy and Procedures, dated May 1, 1995, (Attachment "A"), stipulates the permissible uses of Carnegie Forum, and allows the City Council to make exceptions to the Policy. As such, staff is requesting that Council provide an exception to the Policy, and permit the Democratic Party to host their Candidates Forum in the City facility.

Mr. Kirsten informs staff that two Congressional candidates have been invited to participate in the Forum and that the proposed Candidates' Forum will be open to the public.

FUNDING: Not Applicable

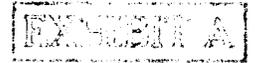
Respectfully,

H. Dixon Flynn
H. Dixon Flynn
City Manager

cc: Jerald Kirsten

APPROVED: _____

H. Dixon Flynn — City Manager



CITY OF LODI
ADMINISTRATIVE POLICY AND PROCEDURE MANUAL

SUBJECT: : CARNEGIE FORUM - USE OF - Policy
DATE ISSUED: : May 1, 1995
SECTION: : C

SECTION 1:

PURPOSE

of Carnegie Forum. The purpose of this policy is to delineate the authorized uses

SECTION 2:

USES

Carnegie Forum. The following are authorized uses of the spaces in the

1. All meetings of the City Council.
2. All meetings of City boards and commissions when such boards and commissions are staffed by a City liaison person.
3. Meetings called by a City Councilmember(s) to discuss City business with constituents and others.
4. Department Head and other City staff meetings.
5. City employee training sessions.
6. General meetings of City employees for the purpose of disseminating job-related information.
7. Professional meetings hosted/conducted by City staff.
8. City-sponsored community awareness programs.

Exceptions to this policy may be made only on the authority of the City Council.

All requests for use of Carnegie Forum spaces shall be made through the Secretary to the City Manager.